

**HARRISON TWP. FIRE DISTRICT #1
BOARD OF FIRE COMMISSIONERS**

312 Ewan Road

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Ken Powell, Chairman

Lawrence Moore, Secretary

Larry Crane, Vice Chairman

Dr. Peter Sarkos, Treasurer

Andrea Reahm, Commissioner

REGULAR MEETING

March 16, 2016

The meeting of the Board of Fire Commissioners was called to order by Chairman Powell with the reading of the Open Public Meeting Notice and saluting of the flag.

ROLL CALL: Commissioner Reahm, Moore, Sarkos, and Powell were in attendance.

Oath of Office:

Larry Crane was successful for his bid for a three-year term

Larry Crane read the Oath of Office, and was sworn in by Solicitor Eric Riso.

ROLL CALL: Commissioners Crane, Reahm, Moore, Sarkos, and Powell were in attendance.

Annual Election of Officers:

On a motion by Sarkos and seconded by Moore, it was moved to appoint Ken Powell as Chairman. All Ayes. Motion Carried.

On a motion by Sarkos and seconded by Moore, it was moved to appoint Larry Crane as Vice Chairman. All Ayes. Motion Carried.

On a motion by Sarkos and seconded by Crane, it was moved to appoint Lawrence Moore as Secretary. All Ayes. Motion Carried.

On a motion by Moore and seconded by Reahm, it was moved to appoint Peter Sarkos as Treasure. All Ayes. Motion Carried.

Approval of Minutes:

On a motion by Reahm seconded by Moore, it was moved to approve the February 17, 2016 minutes. ROLL CALL VOTE: All Ayes. Motion Carried.

Approval of Executive Session: None

PRIVILEGE OF THE FLOOR:

On a motion by Reahm and seconded by Moore, it was moved to open the privilege of the floor. ROLL CALL VOTE: All AYES. Motion Carried.

On a motion by Reahm and seconded by Moore, it was moved to close the privilege of the floor. ROLL CALL VOTE: All AYES. Motion Carried.

RESOLUTIONS:

A. 16-06 Salary Guide for Compensation (Opened to the public) On a motion by Moore and seconded by Reahm. ROLL CALL VOTE: All Ayes. Motion Carried. (Close to the public) On a motion by Reahm and seconded by Moore. ROLL CALL VOTE: All Ayes. Motion Carried. On a motion by Moore and seconded by Sarkos, resolution was approved. ROLL CALL VOTE: All Ayes. Resolution approved.

B.16-12 Designating an Approval of Certifying Officer On a motion by Larry, and seconded by Reahm, ROLL CALL VOTE: All Ayes. Resolution approved.

C. 16-13 Establishing the Schedule of Meetings On a motion by Reahm and seconded by Sarkos, ROLL CALL VOTE: All Ayes. Resolution approved.

D. 16-14 Naming Official Depository and Authorizing Signatures On a motion by Larry and seconded by Reahm, ROLL CALL VOTE: All Ayes. Resolution approved.

E.16-15 Naming Fire District Auditor On a motion by Reahm and seconded by Moore, ROLL CALL VOTE: All Ayes. Resolution approved.

F.16-16 Establishing Newspapers On a motion by Reahm and seconded by Sarkos, ROLL CALL VOTE: All Ayes. Resolution approved.

G. 16-17 – Establishing a Cash Management Plan On a motion by Reahm and seconded by Sarkos, ROLL CALL VOTE: All Ayes. Resolution approved.

- H. 16-18 – Naming of Solicitor** On a motion by Larry and seconded by Sarkos, ROLL CALL VOTE: All Ayes. Resolution approved.
- I. 16-19 – Establishing Robert’s Rules of Order** On a motion by Sarkos and seconded by Reahm, ROLL CALL VOTE: All Ayes. Resolution approved.
- J. 16-20 – Naming of Engineer** On a motion by Reahm and seconded by Larry, ROLL CALL VOTE: All Ayes. Resolution approved.
- K. 16-21 – Appointment of Records Custodian** On a motion by Reahm and seconded by Moore, ROLL CALL VOTE: All Ayes. Resolution approved.
- L. 16-22 – Designating TRICO JIF and Hardenberg Insurance** On a motion by Reahm and seconded by Sarkos, ROLL CALL VOTE: All Ayes. Resolution approved.
- M. 16-23 – Appointment of Medical Services Provider** On a motion by Reahm and seconded by Sarkos, ROLL CALL VOTE: All Ayes. Resolution approved.
- N. 16-24 – Cancellation of outstanding check** On a motion by Reahm and seconded by Larry, ROLL CALL VOTE: All Ayes. Resolution approved.

DISTRICT CHIEF’S REPORT for March 2016:

Attached as an appendix

FIRE PREVENTION REPORT for March 2016:

Attached as an appendix

On a motion by Moore and seconded by Reahm, the financial report was approved.

ROLL CALL VOTE: All Ayes. Motion Carried.

On a motion by Moore and seconded by Reahm, it was moved to pay the bills.

ROLL CALL VOTE: All Ayes. Motion Carried.

NEW BUSINESS:

For new business the election results were discussed. The total votes for the election was 139. 103 residents came to the polls, and 36 were vote by mail. Commissioner Reahm added that this years’ election did not see a significant climb at all, compared to the last previous elections. Moreover, Commissioner Reahm added that although the two polling stations were properly advertised, they did not contribute to increasing the results. Lastly, Commissioner Reahm concluded that the county does provide

free election equipment and services for the Fire District election, and would like to see the Commission take advantage of that in the future. Part-time paid staff hourly rates for the new hires was also discussed during new business. Chairman Powell asked if whether or not the salary guide approved for new hires had a set range or a set figure. It was concluded that there was a set range.

Lastly, the open MSR position was discussed under new business. Chairman Powell, Commissioner Sarkos, and Commissioner Reahm both met with a candidate from the Ewan Fire Department. That candidate was Brian Bartholomew Jr. Brian recently has returned from the Army and meets all the requirements for the MSR position. Moreover, Brian is already a certified Firefighter. Chairman Powell believes Brian would be a wonderful candidate, but will allow the board to make a final decision. Both Commissioner Reahm and Sarkos believed Brian would be a wonderful candidate. Commissioner Sarkos made a motion to hire Brian Bartholomew Jr. Commissioner Moore seconded. ROLL CALL VOTE: All Ayes. A memorializing resolution will be made for Brian's hire.

UNFINISHED BUSINESS:

An update on the hot water heater at Harmony was discussed. Chairman Powell was updated by Al Richer that the hot water heater has completely failed. Three bids to replace the hot water heater was discussed at last months meeting, Chairman Powell suggested for the board to go with the lowest bid. Larry made a motion to approve the next lowest bid for a hot water heater, Commissioner Sarkos seconded. ROLL CALL VOTE: All Ayes. An update on the new SCBA's was discussed during unfinished business. Chief Cardile stated that the SCBA's will be delivered to the Fire District on Friday the 18th. From there the SCBA's will be divided between both stations. 15 will go to Ewan and 15 will go to Harmony. District training will be conducted by Mid-Atlantic on the new SCBA's. Moreover, fit tested will be completed on top of two more weeks of training on the new SCBA's before they go into service by April's meeting. Lastly, an update on the new radios was discussed. Chief Cardile updated the board that the radios are in; it is just a matter of installing the radios in all the apparatus. Motorola has been having issues with techs showing up to work, so the installation process has been slow. Motorola should be sending out three techs to each station this week. The portable radios have also come in. They will be heading off to the County to be programmed. Lastly, the pagers have also come in and will be programmed this week.

CLOSED SESSION: None

ADJOURNMENT:

Since there was nothing further to come before the meeting, on a motion by Reahm and seconded by Sarkos, it was moved to adjourn said meeting.

ROLL CALL VOTE: All Ayes. Motion Carried.

The next meeting is scheduled for Wednesday, April 20, 2016 at 1930 hours.

Minutes Approved:

Lawrence Moore – Secretary

Ken Powell – Chairman

This is a brief summary of the meeting of the Harrison Township Fire Commissioners held on March 16, 2016 and should not be considered a verbatim transcript of the meeting.